Fraternity and Sorority Programs and Services

Standards of Excellence 2019

Fraternity and Sorority Programs and Services (FSPS) has created an initiative called the Standards of Excellence. Simply put, the Standards of Excellence are set of common community standards, which all our diverse chapters should aspire to achieve.

Chapters are encouraged to use the standards listed under each category as a best practices guide to aid in planning, goal setting and general chapter operations. FSPS will recognize those chapters that demonstrate excellence in meeting these standards.

The Standards of Excellence are organized under the following categories:

- Academic Achievement
- Commitment to Founding Values
- Leadership and Member Development
- Risk Management & Social Responsibilities
- Recruitment and Education of New Members
- Community Service and Volunteerism Programming
- Stakeholder Relations

Each category has been given a specific number of points, which is the sum of all possible points for the standards in that category. Chapters will receive points for each standard they accomplish and document. Organizations will be given recognition based on achievement of 75% percent of the total possible points for each category.

The evaluation period for recognition will be the 2019 calendar year. Any activity, program, etc. which occurs during 2019 can be counted toward the standards. Standards of Excellence applications will be due December 1st at 5pm on Orgsync, and FSPS will host a Fraternity and Sorority Programs and Services Recognition Ceremony in the Spring 2020 semester.

We are thankful for your participation in this initiative, and we hope these standards will serve as a helpful guide to point your chapter toward excellence.
Academic Achievement

☐ Chapter submits a detailed Academic Plan, which will include at least the following:
  ▪ Five measurable academic related goals the chapter hopes to reach over the course of the semester
  ▪ Workshops on academic topics for new members and members
  ▪ Provisions to assist members who fall below the chapter or council’s established minimum GPA standard
  ▪ A plan for how the chapter will regularly disseminate information on free tutoring services and other free academic resources available on campus.

Documentation: Provide Academic Plan

☐ Chapter provides recognition to members/new members who perform well academically.

Documentation: Provide an agenda the actual recognition banquet or have graduate advisor/chapter advisor sign a document verifying the recognition given.

☐ Initiated member grade point average of a 3.0 or higher.

Documentation: Greek Life Adviser will provide

☐ New member/line/pledge class grade point average of a 3.0 or higher.

Documentation: Greek Life Adviser will provide

☐ Chapter provides education on Academic Misconduct to their membership.

Documentation: Provide sign in sheet with signatures and make sure the presenter signs the bottom stating these members were present at the event.

☐ Chapter provides an educational program not showcasing specific academic achievement.

Documentation: Provide plan and any program objectives

☐ Chapter provides an academic mentoring/or tutoring program.

Documentation: Provide plan and a list of pairing of members with similar majors.

☐ Chapter provides a program centered around career planning and future academic planning.

Documentation: Provide plan and/or agenda (include objectives, topics covered, etc.)
Commitment to Founding Values

- Recruitment is based on the founding values/principles of the fraternity/sorority. A report of how the chapter plans on being congruent with these values is submitted before the beginning of the recruitment process and a written report of how the chapter followed this plan (a reflection piece) is submitted 3 weeks prior to the end of the semester.

  Documentation: Write a pre and post recruitment report. Specifications of the report (i.e. length, content, etc.) will be designated by the Greek Life Adviser. This should be completed by a recruitment team member.

- Chapter activities show direct correlation on why and how their activities match the founding values or mission of the chapter.

  Documentation: Provide a report stating how activities correlate with founding values. Specifications of the report (i.e. length, content, etc.) will be designated by the Greek Life Adviser.

- Marketing materials (flyers, shirts, websites, social media, etc.) and event publicity are appropriate and represent the chapter’s values.

  Documentation: Submit all marketing materials

- Chapter keeps roster information and signs mandatory Intake/Recruitment packet up with the Student Life Office as well as with their national fraternity/sorority.

  Documentation: Greek Life Adviser will provide

- Chapter is in good standing with their national fraternity/sorority.

  Documentation: Greek Life Adviser will request

- Chapter actively promotes attendance to ritual and value-based events.

  Documentation: Provide report stating the layout of the promotion. Ex: I-week, awareness week, etc.

- Chapter is in good standing with OU Fraternity Sorority Life Office/ the University.

  Documentation: Greek Life Adviser will provide

- Chapter promotes any national awareness week.

  Documentation: Ex: Ritual awareness week, National Badge Day, or any national participation with value-based ties. [Ex: Mentioning ways to promote -> social media campaign, email message to chapter, agenda, etc.]
Leadership and Member Development

- Chapter implements an officer transition plan to ensure that new officers receive all of the information they need to be an effective officer. This plan must include meetings between past and new officers.

  **Documentation:** Provide agendas of transition meetings

- Chapter President hosts an annual retreat/meeting in which members set goals for the coming year.

  **Documentation:** Provide agenda of annual retreat

- Chapter has at least one member attend a Greek Ally training session.

  **Documentation:** Submit name to Greek Life Adviser and they will verify attendance

- Chapter will co-program at least one program per year with a non-Greek student organization

- Chapter will co-program at least one program with a chapter from a different Greek council (IFC, MGC, NPHC, IGC, PAN).

  **Documentation:** Provide marketing materials of event which must state all groups that are hosting the event

- Chapter has at least two attendees at Emerging Leaders.

  **Documentation:** Submit name to Greek Life Adviser and they will verify attendance

- Chapter has one University recognized peer educator (SISO, Alcohol, etc.).

  **Documentation:** Provide name and area

- Chapter President has members on the council executive board or committees.

  **Documentation:** Submit name to Greek Life Adviser and they will verify
Risk Management & Social Responsibilities

During this period, if your chapter receives any hazing or alcohol strikes you are disqualified from this category.

☐ 50% of membership attends workshops or hosts a speaker on at least one of the following topics:
   ▪ Eating disorders
   ▪ Mental health and/or disability issues
   ▪ Responsible decision-making
   ▪ Safebreak programming

Documentation: provide sign in sheets with chapter members names that attended and make sure the presenter signs the bottom stating these members were present at the event.

☐ Chapter publishes and enforces a written alcohol management plan, which includes at least the following:
   ▪ how the chapter will comply with the University alcohol policy
   ▪ how the chapter will address members with potential drinking problems
   ▪ how chapters will prevent underage drinking
   ▪ how chapters will manage alcohol consumption at chapter-sponsored events.

Documentation: Submit alcohol management plan. All four points above must be clearly addressed as part of the larger alcohol management plan. Include a cover letter stating when this information was presented to the chapter, and how it is made available to active members.

☐ Chapter has a crisis management plan established which includes at least the following:
   ▪ A designated chapter spokesperson who will inform University and other agencies of a crisis.
   ▪ Communication system to contact members in case of emergency
   ▪ A plan of action in case of fire, severe weather, medical emergency, member death.
   ▪ Present plan to chapter at the beginning of each semester

Documentation: Submit crisis management plan. All four points above must be clearly addressed as part of the larger crisis management plan. Include a cover letter stating when this information was presented to the chapter, and how it is made available to active members.

☐ Chapter distributes emergency procedures before social events.

Documentation: Provide a plan of how information is shared, show a copy of procedures/minutes & give date of distribution

☐ Chapter actively participates in National Hazing Prevention Week

Documentation: Social Media Campaign, provide program plans, and show attendance sheets at events
- Chapter actively puts on a program/invites a speaker to cover liability and insurance for events and activities that are put on.

  Documentation: Provide speaker contact information/attendance list.

- Chapter provides members info on sexual assault prevention.

  Documentation: Provide material of what was presented to chapter [Ex: Bringing in a guest speaker, etc.]

- Chapter actively participates in Mental Health Awareness Month.

  Documentation: Provide documentation of how and when you participated (can include agenda or social media posts), and program plan/implementation timeline
Recruitment and Education of New Members

Chapter must be in full compliance with the FSPS/Council Recruitment Policy, having no violations within the past calendar year, and participates fully in formal recruitment process (including attending all recruitment meetings).

During this period, if your chapter receives any hazing or alcohol strikes you are disqualified from this category.

☐ Chapter will submit a complete New Member Education program before intake/recruitment of new members each semester. This plan should include at least the following:
  ▪ detailed week by week curriculum and plan of activities
  ▪ academic standards and an academic assistance plan for new members.
  ▪ sexual assault prevention education included in the curriculum (Step In Speak Out program)
  ▪ hazing prevention education included in the curriculum
  ▪ alcohol education included in curriculum
  ▪ education for new members on the OU Co-curricular policy (maximum of 15 hours per week of extracurricular activities, including study hall).

  Documentation: Submit New Member program. Application for Premiere Pledge Program will include this information and can be used as documentation for this section.

☐ At least 80% of the new member class will initiate into full membership.

  Documentation: Greek Life Adviser will provide

☐ Chapter invites a speaker to come in and provide education to their new members/pledges/line within their first semester of their becoming affiliated with the chapter (strongly encouraged to take place before the first mid terms) on proper study habits, time management skills and tutoring placement/availability.

  Documentation: Provide sign in sheet with new members signatures and make sure the presenter signs the bottom stating these members were present at the event

☐ The new member education program will last no longer than the maximum number of weeks set by the national organization (i.e. new members will be initiated within a certain number of weeks from the date of signing the Bid Card).

  Documentation: Provide a calendar showing the length of program

☐ Individual chapter provides annual costs for members and new members on website for prospective students.

  Documentation: Provide new member handout or verify website link with Greek Life Adviser
☐ Chapter provides a public statement on their stance on hazing on their website.

   *Documentation: Verify website with Greek Life Adviser*

☐ Chapter sets and educates members GPA expectations for chapter.

   *Documentation: Provide agenda with minutes from meeting*

☐ Chapter shows evidence of encouragement of members to attend events related to Diversity and Inclusion.

   *Documentation: Provide list of members in attendance and description of the event. [Ex: Have members that attended write up a paragraph report describing what the event was and what they learned, etc.]*
Community Service and Volunteerism Programming

☐ At least 90% of chapter participates in at least one group service project per semester organized primarily by the chapter.

   Documentation: Provide a brief description of the project and submit a sign in sheet

☐ At least 25% of chapter is committed to an ongoing (weekly or every other week) service project.

   Documentation: Submit members ongoing service projects in an excel sheet or word document (make sure to list the organization by each members name)

☐ At least 60% of chapter completes at least 40 hours of community service per year.

   Documentation: Submit chapter members community service in an excel sheet or word document (make sure to list the community service project by each members name). Ex: Options that count Arbort Day, Big Event, Big Brother Big Sister, etc.

☐ Chapter provides an education program to its members about the chapter’s philanthropy project. In addition, information is available for members and participants at their philanthropy events to show where the money raised is going and how it will make an impact.

   Documentation: Submit education materials given to chapter members and participants of philanthropy events. State when information was presented to chapter and how the information remains available to chapter and community partners (i.e. website, new member handouts, etc.)

☐ Chapter co-programs at least one group service/philanthropy project with another campus organization (the intent is to combine existing programs rather than to create new programs).

   Documentation: Submit marketing materials showing all groups that are hosting the event

☐ Chapter participates in Adopt an Area.

   Documentation: Submit marketing materials showing all groups that are hosting the event

☐ Chapter actively participates in Greek Service Week and has 10% of your chapter in attendance of all events.

   Documentation: Take attendance at each event and provide to Greek Life Adviser

☐ Chapter compiles a list of all philanthropic funds raised and places where money was donated.

   Documentation: Provide and excel file with event name and amount raised, what organization funds were given to, and the date funds were given [Ex: Individual chapter funds raised for Soonerthon, Relay for Life, etc.]
Key Stakeholder Relations

☐ Chapter hosts alumni members to provide education on career options, life-long membership, and/or other topics related to life after college.

\textit{Documentation: Provide documentation of event with alumni signing to verify the event}

☐ Chapter distributes an electronic and/or printed newsletter at least once per semester to alumni/ae and parents describing current activities of the chapter.

\textit{Documentation: Submit newsletter or cc the Greek Life Adviser to the email}

☐ Chapter actively utilizes social media (specifically Facebook, Instagram, twitter, or website) to positively promote chapter and community events/activities.

\textit{Documentation: Provide Name or URL of account and list of “administrators” on the account.}

☐ At least 25% of chapter attends each of the Greek Community Forums (2 per year).

\textit{Documentation: Greek Life Adviser will provide}

☐ Chapter has at least one active alumni advisor. It is recommended that advisors have frequent contact with the officers and chapter.

\textit{Documentation: submit advising team name, phone, address and email address of all, when they came to a chapter meeting/event or sent an encouraging email.}

☐ Chapter hosts one faculty/staff event each year to give members the opportunity to build relations with those outside their community and to honor the faculty/staff member.

\textit{Documentation: Provide description of event.}

☐ Chapter to some degree honors alumni.

\textit{Documentation: Provide info to Greek Life Adviser about how you honored alumni. [Ex: hosts an event inviting alumni, social media campaign, founders day celebration, etc.]}

☐ Chapter exceeds expectations in communication with FSSL Advisor and introduces advisor to chapter.

\textit{Documentation: Meet with FSSL adviser monthly and exhibit active electronic communication}